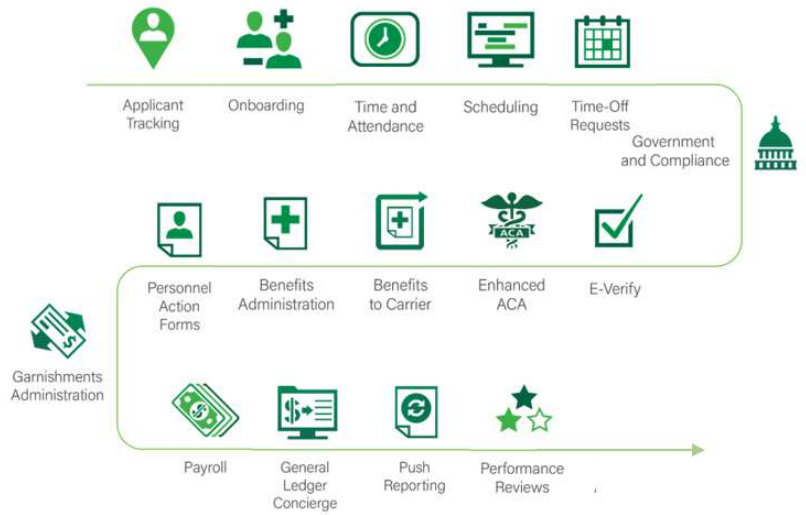


## What can you expect from our Paycom system?

**Our Paycom system frees up business managers by streamlining the HR and Payroll process and offers organization wide-support.** Check out these images to see how Paycom pulls together the different systems into one smooth process.



### Time Management

Web TimeClock

Web TimeSheet Read-Only



### Time-Off Requests

Request Time Off

Accruals



### Payroll

View Pay Stubs

Pay Rates

Tax Setup

Scheduled Earnings and Deductions

Test Sample Paycheck

Direct Deposit

Year-End Tax Forms



### Information

Address and Contact Information

HR Information

Job Description

Change Password or Username

Change Security Questions

EEO Information

Account Settings



### Benefits

2019 Benefits Enrollment

Dependents and Beneficiaries

Current Benefits

Historical Benefits

Benefit Forms and Links

**Our Paycom system empowers employees through self-service portals.** The system allows employees to have access to their own self-service portal, where they can take advantage of many new features. Our system empowers employees to submit their own information for things like clocking in, requesting time off, and so much more! And the best part is that this can be done via a tablet or even a personal electronic device! Check out the image to the left to see what our system can do!

**Our standardized system allows for an unprecedented level of organization-wide support.** By having streamlined and standardized processes, everyone is on the same page. This means more resources, more support, and more oversight when needed. This also means Business Managers can take time off when they need to because it provides the opportunity for back-up support, even outside of your own parish!

## What does this system mean for YOU?

It means **life is a little easier!**  
Our streamlined HR and Payroll system will automate burdensome processes and free Business Managers up by offering exciting features.

Check out these tables to learn what our Paycom system provides.

### Automated System Processes

Job Applications  
Onboarding Documents (I-9's, W-4's)  
Timesheets and Work Schedules  
Calculating Employee's Hours  
Accruals and Time-Off Requests  
Employee Documents  
Benefit Bill Reconciliation  
Performance Reviews  
Payroll Tax and Deposit Management

### Paycom Features

Online Application Portal  
Online Onboarding Capability (Electronic I-9's and W-4's)  
Online Time Clocks, Time Sheets, Work Schedules  
Online Accruals and Time-Off Requests  
Online Company Documents  
Online Benefit Enrollment and Information  
Online Performance Reviews and Goal Setting  
Online Paycom Learning Courses and Training  
One Portal for HR/Payroll Messages and Communication  
Automated ACA Compliance  
Automated I-9 Compliance and Retention  
Automated Payroll Tax and Deposit Management  
Automated New Hire Reporting to State  
Automated Garnishment Administration